

U.S. Pretrial Services Agency Central District of California

Fiscal Year 2002 Annual Report

October 1, 2001 - September 30, 2002



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**Prepared for the Administrative Office of the United States Courts
by George M. Walker, Chief U.S. Pretrial Services Officer**

**U.S. Pretrial Services Agency
Central District of California
FY 2002 Annual Report**

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MISSION STATEMENT

The Pretrial Services Office in the Central District of California is dedicated to conducting impartial bail investigations in an effort to minimize pretrial detention, and is committed to implementing comprehensive supervision strategies to enhance community safety and reduce nonappearance.

To Those We Serve We Are Committed To The Following Guiding Principles:

High Standards: Striving to provide the highest quality products thorough investigations, accurate and timely reports, and leading the way in community supervision and safety.

Integrity: Maintaining the highest level of respect, professionalism, accountability, and ethics.

Training: Providing progressive training to all staff to meet future challenges of the changing environment.

VISION

We will at all times aspire to be the national leader in Federal Pretrial Services.

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Central District of California
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Los Angeles, CA 90012

Federal Courts Intranet Site:
<http://156.131.23.226/>

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Chief's Summary

by George M. Walker, Chief U.S. Pretrial Services Officer

The U.S. Pretrial Services Agency experienced yet another fiscal year marked by continued growth of workload, a corresponding growth in both officer and clerk staff, operational and staffing restructure, and important recognition of the excellent work performed by a very motivated and committed staff of professionals.



The U.S. Pretrial Services Office for the Central District of California expanded its previous year's total of 63 staff to 67, representing a 6% increase. The breakdown of FY2002 assigned staffing is: 17 administrative and supervisory, 16 support/clerical, 8 Senior/Specialist Pretrial Officers, and 26 Pretrial Officers.

With responsibility for covering 7 counties that span more than 39,900 square miles and are comprised of a diverse population of more than 17 million citizens, we take great pride in being the third largest such agency in the nation with regard to staffing, and the second largest agency with regard to the number of cases supervised.

Workload

As can be seen in our workload charts starting on page 30, we experienced an increase in our Case Activations of 5.4% from the previous fiscal year. Our Investigations total also increased by 9.2%, although we experienced a 4.6% decrease in our Supervision caseload. Home Confinement orders decreased by 27.7%, although our Electronic Monitoring (EM) caseload continued to dramatically increase by 34%, we believe, primarily due to the low cost of the EM equipment and its reliability in holding defendants accountable for their whereabouts. Further increases in workload came in the areas of Mental Health treatment (+9.1%), Detention Hearings (+17.4%), and Drug Testing orders (+2.2%).

Although our courtesy supervision caseload decreased by 13.7%, the cases we received with intensive supervision conditions continued to increase by another 6% over last year. Cases received for supervision that include special conditions such as drug/alcohol treatment and testing, mental health treatment, home confinement, electronic monitoring, searches, etc. require a much greater amount of attention and services from our officers, thus having a much greater impact on our supervision workload. Our full statistical information can be found at the end of this report, comparing FY2002 stats with the previous four fiscal years' tallies.

In order to appropriately meet our workload increases and related challenges, we worked diligently to shift officer staff throughout the year to compensate for the changing workload needs.

Finally, we specially recognize both our Investigation Unit and our Intensive/EM unit for the very large strides they made during this year in meeting their growing challenges, in showing

creativity and innovation, and in helping out wherever/whenever needed. Also, we congratulate and thank the routine supervision officers for their flexibility in taking on additional workload at times and also helping out wherever needed. Of course, we greatly value the excellent work by our Santa Ana and Riverside branch offices, whose officers and support staff “do it all” on a daily basis.

Unit and Divisional Office Reports

Headquarters Supervision Unit A

by Allyson Theophile, Supervising USPSO



During FY2002, Routine Supervision Unit A was comprised of four supervision officers, one Material Witness Specialist, and one Senior Officer performing Post-Indictment Arraignment (PIA) and Summons functions, and Courtesy intakes. Of the four supervision officers, one was hired in May of 2002.

Although the routine supervision units are generally responsible for the supervision of defendants during the pendency of their case, the routine supervision units have been called upon to perform various duties outside the realm of routine supervision which include: investigating cases for pretrial release; transporting defendants to residential treatment facilities; assisting with search and seizure conditions; assisting the electronic monitoring unit; and assisting with various other assignments when called upon.

The officers, as a whole, participated in a wide variety of training, which included: the 9th Circuit Officers' Safety Academy, domestic violence training, cypercrime training, and computer training, to name a few. This is part of Pretrial Services' ongoing commitment to maintain a well rounded and informed staff.

Currently, our Material Witness Specialist, Sr. Officer Deborah Consiglio, is working with the AO and the Bureau of Prisons (BOP) to make the Sentry System accessible to all officers, and she will then conduct training. Additionally, Deborah continues improving the Material Witness Program.

Although each of the officers has a caseload in excess of 60 defendants, all continue to assist in finding suitable alternatives to detention, employment, drug and alcohol treatment and a host of other programs to aid the defendant in a successful transition from pretrial release to probation or incarceration.

During the August 4, 2002 Staff Retreat, our unit's officers received the following awards: Deborah Consiglio received a Special Service Award, Improvement/Innovation Award and a Five-Year Employment Award; Jiar Hill received a Special Service Award and an Improvement/Innovation Award, and Heather Purcell received a Special Service Award.

The unit, as well as the agency, continues to take on new and innovative projects. After a busy

and successful year, we all look forward to another busy and successful new year.

Headquarters Supervision Unit B

by Lisa Galbraith, Supervising USPSO



During fiscal year 2002, our unit was comprised of a Special Offender Specialist, a Community Information and Coordination Specialist, and a Drug and Alcohol Treatment Specialist. Additionally, a routine supervision officer manages our newly established Minimum Supervision Caseload, while two newly hired officers are responsible for Routine Supervision Caseloads.

Special Offender Specialist

Our Special Offender Specialist for Mental Health Services (MHS) Officer, Sr. Pretrial Services Officer Michael Rieger, serves as the district resource specialist for those defendants seeking assistance in obtaining mental health counseling/treatment services, including evaluations, therapy, and medication management. High risk mental health, domestic violence, and sex offender cases are assigned to the MHS officer. From October 1, 2001 through September 30, 2002, 124 defendants interviewed by Pretrial Services indicated that they had received prior psychiatric treatment. Our district currently supervises upwards of 80 defendants who have mental health related release conditions set by the court.

During the past year, our MHS Officer attended the Simplified Procurement workshop in Washington, DC from May 21-24, 2002. The workshop better prepared him to solicit contractual services. The training focused on the use of purchase orders, Blanket Purchase Agreements, and solicitation processes, including evaluation, award, monitoring and billing procedures. The MHS Officer also completed Domestic Violence Counselor Certification Training. The MHS Officer keeps abreast of current issues and updated resources by attending quarterly Mental Health Meetings with U.S. Probation and monthly Domestic Violence Council meetings with the Los Angeles Domestic Violence Counsel.

In an ongoing effort to establish new relationships with vendors, the MHS Officer visited several dual-diagnosis facilities and arranged tours for staff of facilities offering Mental Health Rehabilitation Services. He also worked diligently to maintain strong relationships with current, already established vendors working with our agency.

A Substance Abuse and Mental Health Information & Resource Center was established in our Headquarters Office. The Information Center was established in conjunction with our Drug and Alcohol Treatment Specialist (DATS) Officer. Staff can easily access materials and referral information related to domestic violence, mental health, sex offenders, and chemical dependency issues. Additional such Information Centers are being planned for our Santa Ana and Riverside branch offices.

The MHS Officer provides ongoing training to officers and participates in case staffings. During

this past year, information was distributed to staff and clients pertaining to helpful websites, shelter directories, and multi-county mental health facility directories. Lists of pharmaceutical controlled substances and psychotropic medications, that list the most commonly prescribed medications by brand name, generic name, potential side effects, and prescribed dosage, were also distributed to staff for reference. Staff were also provided with questionnaires that offer advice on how to interview defendants who are suicidal, depressed, victims of domestic violence, or a sex offender.

Community Information and Coordination Specialist

Our Community and Information Specialist, Sr. Pretrial Services Officer Kristianna Janich, is responsible for serving as our in-office expert and resource for connecting to local/county/state law enforcement agencies, probation, parole, and their myriad programs. Our specialist is also responsible for assisting in our efforts to educate these agencies and the community as to our Federal Pretrial mission, services, and needs.

During the past fiscal year, our specialist created the following: Pretrial Services Gang Book, Pretrial Services Self Surrender Newsletter, and a Pretrial Services Self Surrender Center and Designation Information Handout. All but the Gang Book can be found on our agency's intranet and internet websites.

The Gang Book entails Los Angeles County and includes gang maps. These maps can assist a Supervision Officer in recognizing potentially dangerous areas when making home visits and allow them to learn more about a particular neighborhood and its surrounding areas. An Investigation Officer can utilize the maps to better recognize gang members when conducting their investigation. The maps are confidential and for in-house use only. Our specialist attended the 11th Annual National Gang Violence from July 9-12, 2002, and attends monthly California Gang Investigator's Association and California Robbery Association meetings. She also operates the Cal Gangs network system.

The Pretrial Services Self Surrender Newsletter is an informational newsletter for defendants preparing for commitment to a federal prison facility. The newsletter includes Bureau of Prison (BOP) facilities information and explains who decides where a federal prisoner spends his/her time, the types of facilities, visiting, programs and services offered, drug treatment, designation notice, work programs, education, vocational and job training, personal property allowed within a facility, mail and telephone privileges, and release/employment preparation procedure. The newsletter can be found on both our internet and intranet sites.

The Pretrial Services Self Surrender Center and Designation Information handout consists of specific BOP location information pertaining to a particular BOP facility, such as facility address, directions from the Pretrial Services Office, personal items allowed, visiting hours, and telephone information. There are 13 different handouts.

First-Ever Pretrial Services Family Day *by Sr. USPSO Kristianna Janich*

During the summer of 2002, the Central District of California Pretrial Services Agency held its first Family Day. Officers and clerical staff were encouraged to bring family members to work in order to learn more about pretrial services and the important roles of their family members. Some young participants took the day very seriously and wore professional business suits and dresses. Participants ranged in age from 2 to 60.

The day began with a mock swearing-in ceremony by Chief Pretrial Services Officer George M. Walker, who made each participant an honorary pretrial services officer. Attendees were given an honorary pretrial services officer badge.

The honorary officers were shown each aspect of the investigation and supervision units. Later, the United States Marshal Service provided a brief overview of their duties and gave a tour of their holding cells and control room.

At the close of the tour, the guests were taken to the duty arraignment courtroom. While in the courtroom, United States Magistrate Judge Margaret A. Nagle advised attendees of the importance of being a visitor rather than a defendant. Further, she spoke briefly about pretrial services and defined the difference between a magistrate judge and a district court judge.

Our honorary officers were given demonstrations by our supervision officers and the United States Marshal's Service. Guests were able to see a canine bomb dog detect bomb materials hidden in a room. Participants saw the latest electronic monitoring devices and witnessed a mock on-site drug testing demonstration. Lastly, they witnessed a presentation of an officer preventing a hostile encounter by another officer dressed in a "Redman" tactical training uniform.

Guests appeared in United States District Court Judge Dean Pregerson's courtroom to conclude the program. Judge Pregerson stressed the importance of the various services the participants' family members provide to the court. At the conclusion, he took a group photograph with our young participants. The honorary officers were encouraged to spend the remainder of the day with their family members to observe their particular duties.

Members of the Bench:

The Honorable Dean Pregerson, U.S. District Court Judge, poses with the younger of our "Honorary Pretrial Services Officers" who attended our first Family Day event.



Drug and Alcohol Treatment Specialist

The Drug and Alcohol Treatment Specialist (DATS) Officer, Pretrial Services Officer Amber Burke, provides day to day oversight and coordination of our Alcohol and Drug Treatment program. The DATS officer is often required to work past normal working hours, which she does without complaint or hesitation, transporting defendants to various facilities. She serves as our in-house authority for pretrial services staff and the court regarding treatment of drug and alcohol dependent defendants. She participates in administrative-level planning and provides advice, consultation, and program direction. She also conducts training sessions on drug and alcohol abuse for the pretrial services staff including specialized treatment modalities, abuse identification, and investigative techniques.

Officer Burke administers the alcohol and drug abuse program by identifying, soliciting, evaluating, negotiating, and monitoring drug contract services, and works closely with the Administrative Assistant in monitoring contractor invoices, charges, and defendant co-pays. She also makes appropriate referrals for personal, marital, family, educational, vocational, and emotional crisis counseling to clients and their families.

This past fiscal year the DATS officer attended site visits at some of our residential drug treatment contract facilities in order to review their operations for adherence to contractual guidelines, in conjunction with U.S. Probation. Additionally, tours of our contract facilities for interested staff were coordinated on two occasions as well as training on our substance abuse policy and procedures. Assessments were coordinated for placement of defendants prior to bail reviews, as necessary. In-chamber case conferences with some of our judges were conducted regarding treatment and placement.

Officer Burke also deserves recognition for the following: speaking with students attending Law Day, April 30 through May 3, 2002; overseeing courtesy drug testing from July, 2002, through October, 2002, of a client from North Carolina as a special condition of his being permitted to drive a truck cross-country; continuing to serve as a member of the PACTS-ECM Working Group; providing domestic violence counseling and referrals to an employee of another court agency (she is now out of the abusive relationship and appears to be doing very well); referring an employee from another agency to the USM for threat assessment; ensuring that Detection and Treatment Resources (DTR) co-pay collections were the highest ever in July 2002; participating in the "Building the Bridge" conference, September 2002, on the integration of Mental Health and Substance Abuse Counseling in Las Vegas, Nevada; completing Sweat Patch training in July 2002; participating in the Alcohol Monitoring Systems training, U.S. Probation Mental Health training, Los Angeles County Mental Health meetings, Post Traumatic Stress Disorder Among Domestic Violence Victims training with our Special Offender Specialist, and obtaining certification as a Domestic Violence Counselor.

Finally, an out-of-district judge expressed his personal gratitude to Officer Burke because she took the time to explore residential treatment options for his son, who was in need of residential drug treatment but resided in the Los Angeles area. Referrals were provided to the judge who

then contacted a local treatment facility.

Minimum Supervision Caseload

A minimum supervision caseload was established in May 2002, and was assigned to USPSO Wesley Cureton. By the end of this fiscal year the number of cases was resting at 157 with a projection of 200 cases by May 1, 2003. All cases are maintained on our Pretrial Case Management System (PCMS) to allow quick and easy access to defendant information from any Pretrial office throughout our District.

Routine Supervision Caseloads

Officer Jamille Claiborne was hired in May 2002. She has assisted with re-instituting our internship program and is willing to extend herself to other officers and our agency without hesitation.

Officer Judith Glasco joined U.S. Pretrial Services as a clerk in May 2002. Since that time, she has been reclassified as an officer. As a clerk, her responsibilities gave her some exposure to the functions performed by officers. She is looking forward to her continued growth and development within the agency.

Headquarters Intensive/Electronic Monitoring Unit

by Eli Goren, Supervising USPSO



In fiscal 2002, the officers of our Intensive/Electronic Monitoring (EM) supervision unit were involved in several innovative projects to enhance our effectiveness in supervision and to improve service to the courts. These projects will improve accountability of defendants released on bail, as well as serve as enhancements to already existing alternatives to detention. The following is a description of our 2002 projects:

1. Alcohol Monitoring Systems - Our EM Unit was selected as a "beta test site" to field test a new, innovative device that can detect a defendant's use of alcohol 24 hours a day and 7 days a week. This device is worn around a subject's ankle, much like a standard electronic monitoring device, and it collects sweat vapors from the subject's skin on a random schedule. These samples are analyzed by a built-in micro analyzer, similar to that of a breath analyzer. Results are stored within the ankle monitor and are transmitted via radio frequency to a receiver attached to the defendant's phone line. The receiver downloads the data to a database via a modem to modem call. Officers are able to retrieve results via the internet.

The system was tested for 2 months and results were favorable. This device will enable us to more closely monitor those defendants who have been ordered by the court to not consume alcoholic beverages while under pretrial supervision.

2. Search Team - From February to September of 2002, Pretrial Services conducted 12 authorized searches of defendants' property. Nine of these searches were conducted in conjunction with the U.S. Marshal's Service. The following items were seized during the searches: a loaded 9mm semi-automatic handgun; approximately one half pound of marijuana; various drug paraphernalia; a large knife; a computer hard drive suspected of containing pornographic images; a computer and peripheral equipment; a prohibited U.S. passport; a quantity of methamphetamine; ammunition; and \$4,100 in cash. Three defendants were arrested by the U.S. Marshal's Service in the course of these searches due to violation of their pretrial release conditions.

3. The EM Unit transitioned over 100 B.I., Inc. EM units to units provided under a new nationally procured contract with Securicor EMS.

4. The EM Unit field tested and then began utilizing state of the art "passive" and "active" global positioning system (GPS) EM equipment. These new technologies will eventually replace all of our current electronic monitoring equipment that operate using outdated radio frequency (RF) technology.

Because RF units only monitor a defendant within his/her residence, once the defendant leaves the monitored residence, his/her whereabouts are unknown. However, with the GPS-based monitoring system, the defendant's movements can be tracked 24 hours per day, locally or nationally. This allows us to ensure that a defendant, who is permitted to leave his/her home for work, religious services, attorney visits, etc., is actually where he/she claims to be at any given time.

5. Our officers collected co-payments from defendants for electronic monitoring, drug testing/treatment and mental health counseling in the amount of \$23,026.

6. Officers began using the latest version of E-Blaster "spy software" to monitor the internet use of defendants who are court-ordered to refrain from inappropriate/illegal use of their computers for viewing child pornography, accessing chat rooms, etc.

7. Our EM staff was increased from 3 officers to 4 due to the growing workload. These officers conducted 295 electronic monitoring installations, likely a record number for our agency.

8. Our officers were responsible for placing 59 defendants into residential settings, 30 into temporary housing, 65 into mental health programs, and 502 into drug aftercare programs.

9. USPSO Silvia Torres served a temporary duty (TDY) for the District of Hawaii.

10. Sr. USPSO Devona Gardner received special recognition from the Federal Public Defender's Office regarding her special dedication to the successful supervision of two of her clients. Devona's successes were highlighted in an article in the OPPS national publication *News and Views*.

11. USPSO Andre Goulart was selected as the 2002 Pretrial Services Officer of the Year.

12. USPSO Diana Cavanagh was instrumental in the success of our sponsorship and coordination of the second 9th Circuit Pretrial Services Officers' Safety Academy.

Headquarters Clerical Unit

by Ninetta Brown, Supervising Clerk



Within the past fiscal year, the clerical unit at Headquarters experienced a great deal of change with internal promotions, unit changes, and losses/gains of staff. In November of 2001, Alisha Johnson, who started employment with Pretrial Services in April 2001, transferred to the Roybal Investigation Clerical Unit. In March 2002, we lost one of our newly-hired clerks, Charlesetta Brown, as she chose to take another position in her home town outside our district. Also, around the same time, we lost the unit's utility clerk, Shon DeJongh, to a newly created position of Administrative Technician for our Budget/Facilities section.

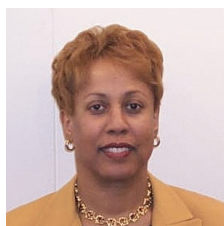
To replenish the clerical staff, four new clerks were hired and they began their employment by training at the Pretrial Services Headquarters Office on May 6, 2002. After completing her training at the Headquarters Office, new Clerk Kim Warren was reassigned to the Roybal Investigation Clerical Unit to assist with record checks, typing bail reports and other clerical responsibilities of the Investigations Unit. We also lost another newly hired clerk, Judith Glasco, who was reclassified to the position of Pretrial Services Officer.

Earlier this year (May 15, 2002), Cecilia Hamburg, Senior Pretrial Services Clerk, was certified to become one of our CLETS (California Law Enforcement Telecommunications System) Operator Trainers.

Despite all of the changes in staffing, the unit exhibited great flexibility and resiliency. In doing so, they still managed to efficiently enter backlogged cases, maintain a steady work level, readily assist other staff, and effectively complete their regularly assigned clerical duties.

Roybal Investigation Unit

by Wilhelmina Jones, Co-Supervising USPSO



During this fiscal period, the unit had areas of success and areas that needed improvement. One of the most significant changes in our operation involved increasing our staff from seven officers and one supervisor to ten officers and a second supervisor. This enabled the Investigation Unit to operate more efficiently and without the constant necessity of asking supervision officers to assist except in times of heavy intake or staff shortage.

Three of our original officers, Philip Barach, Kameron Smith, and Michelle Sumpter, remain. Michelle Sumpter returned after a brief transfer to the Pretrial Services Agency in the Southern

District of New York. Calvin Thomas, who formerly worked in my Investigation Unit, returned to the Unit as my co-supervisor. In addition to the previously noted staff, Officers Robert Dowd, Julie Fowler, Roger Pimentel, Adriana Corona, Suzan Felando, Amy Kerbeck, and Scott Ostrowski make up the rest of the unit. Each officer brings something unique and special to Pretrial Services Investigations.

Sr. Officer Philip Barach continues to use his experience, knowledge, and expertise to provide the court with in-depth and meaningful reports (many were high-profile) that will help facilitate the bail hearing process. Officer Kameron Smith completed "Domestic Violence Advocate Training" in an effort to provide assistance to our Court as well as the Supervision unit. Sr. Officer Robert Dowd served a temporary duty assignment as a representative of our Administrative Office to the office of Securicor EMS (the new electronic monitoring services provider). Mr. Dowd's expertise in the EM area has been invaluable in assisting investigations and supervision with recommendations that may include electronic monitoring.

Because the Immigration and Naturalization Service discontinued providing Investigations with information regarding the status of defendants, Pretrial Services had to explore an alternative means of obtaining the information for the Court. Officer Julie Fowler was able to obtain the needed information through the Freedom of Information Act. This source is now routinely used by officers to obtain the sought after information. Officer Suzan Felando, a former Customs Inspector, has been helpful in providing information regarding Customs procedures that are relevant to our investigations. Officer Scott Ostrowski, our newest Investigations Officer, brings prior investigative and military experience which adds another dimension to our operation.

The unit is fortunate to have Officers Sumpter, Fowler, Smith, and Dowd serve as volunteer mentors to our newer officers. Their willingness to mentor newer officers has been extremely helpful in our continuing efforts to have knowledgeable officers serve the Court. Although Officer Roger Pimentel has been with Pretrial only 10 months, we are enhanced by his 9½ years of experience with the Ventura County Probation Department. His extensive knowledge of CLETS (the criminal record database) and his willingness to assist officers with interpreting criminal record information has helped us provide more accurate information to the Court. Of course, Investigations could not function without the continued help, support, and good will of the entire support staff of Dorothy Huizar, Alisha Johnson, Patsy Kelsey, Kim Warren and Clerical Supervisor Vickie Harris.

The oncoming fiscal year brings us a national, web-based database, ChoicePoint, that can be searched to determine and/or verify a defendant's possible assets, current or prior addresses, and much more. Supervisor Calvin Thomas has been our liaison between ChoicePoint and our agency in coordinating training for all of our officers. Officers Amy Kerbeck, a former employee of U.S. Pretrial in San Diego, and Adriana Corona, a former 9½ year employee of the Federal Public Defenders Office, are involved in a pilot program to type their own reports. Pretrial Investigations is attempting to determine if an officer can type their own reports and provide the court with same quality of information that the Court has come to expect from Pretrial Services.

In conclusion, Pretrial Investigations, with the continued support of our Chief, George Walker, will always strive to provide the high quality of service we know the Court expects. It is indeed an honor to be placed in this position of trust and service.

Roybal Investigation Unit

by Calvin Thomas, Jr., Co-Supervising USPSO



During the first half of 2001-02 fiscal period, I supervised a routine supervision unit in the Headquarters Office, which was comprised of 6 officers. Two were senior officers, and the others were either relatively new or very new to the agency. Of the 6 officers, 5 supervised an average in excess of 60 defendants and continued to periodically assist the Investigation Unit (IU) with on-site and off-site investigations. While the remaining officer supervised a smaller number of defendants, his primary tasks included preparing numerous summonses each week for upcoming Post-Indictment Arraignment matters, providing reports to the court on said matters when necessary, and to his colleagues in all cases. In addition, he routinely processed courtesy intake requests.

As the year progressed, the newer officers from that unit displayed tremendous amounts of intelligence and dedication; these traits helped each of them acclimate very quickly to the Pretrial Services environment. Many times throughout this period, both new and experienced officers endured extreme amounts of pressure to perform at high levels, often as investigators. As I grew to expect from each of them, they typically responded very positively to those challenges and grew as officers, some into leaders. Because of their dedication to the agency's mission, their understanding, and commitment to teamwork, it was a pleasure to work and grow right along with them all.

At nearly 1/3 of the way through the 2001-02 fiscal period, it became increasingly evident that our Roybal Investigation Unit would require additional officers to ensure that a particular facet of the agency's mission, that of providing bail reports in a timely manner, continued to be achieved. In an effort to effectively address the unit's evolving needs, I was reassigned to the unit in May of 2002 to serve as a co-supervisor. By July 1, 2002, the unit received additional officers needed to attain a new complement of 10 total officers. As a result of these additions, the unit is now comprised of 2 sub-units, with 5 officers each.

Much like the Supervision Units at Headquarters, the Roybal Investigation Unit has a minority of experienced officers due to the large number of newly-hired officers over the past few years. Despite that fact, the Investigation Unit flourishes due to effective training of the newer officers and their relatively quick acclimation to the Pretrial Services environment. The combination of effective training, mentoring by senior officers, high intelligence, great motivation and dedication, and prior investigation experience have contributed greatly to the success of our newer officers.

Upon my arriving to the Investigation Unit, it became quite evident to me that the officers are not

only intelligent and dedicated, but they are a group of self-starters who are extremely team-oriented and committed to professional development, personal success, and the overall success of the agency.

For example, our Electronic Monitoring Specialist, Robert Dowd, was invited by the AO to assist our electronic monitoring vendor, Securicor EM. He served as a trouble shooter during a week-long TDY, in an effort to help them deal with numerous complaints by other district offices with their new EM system and equipment. According to the AO and Securicor representatives, Officer Dowd's input and assistance were extremely valuable and appreciated.

One of our other officers, Michelle Sumpter, took the initiative to become certified as an Oleoresin Capsicum (OC) trainer while she was employed in another district. With this experience, she became our agency's official OC trainer. In addition to regularly performing that duty, she participated as an actor for "field visit safety scenarios" in the 2001-02 Central District of California Safety Academy. She later served a one-week temporary tour of duty (TDY) for the Pretrial Services Agency in the District of Hawaii.

Officer Adriana Corona, one of our newer officers, recognized her need to gain supervision experience, so she volunteered for an opportunity to cover a supervision officer's caseload at the Headquarters Unit. She undertook this temporary assignment for one week and performed extremely well.

Finally, 3 officers from our unit are currently typing their own bail reports as part of a pilot program designed to see if such a practice will be feasible in the future.

While there are many excellent examples of hard work, team effort, and professional development, the most impressive of all would have to be the way in which our staff handles day-to-day tasks. From taking the initiative to train newer officers on coding, to dictating and/or typing portions of reports for other officers, our officers routinely perform selfless acts to make sure the job gets done and gets done efficiently and effectively.

In closing, I would be remiss if I failed to acknowledge the role supervising clerks, the supervision officers, other supervisors, and the clerical staff have played in ensuring the continued success of the Investigation Unit by providing help whenever and wherever needed. So, on behalf of the Investigation Unit, we extend our great appreciation to our fellow officers and staff for working with us closely as a "team." I'd like to extend a special note of gratitude to clerical for being willing to learn other non-clerical duties to provide coverage in times of need.



Roybal Investigation Clerical Unit
by Vickie Harris, Supervising Clerk

This past fiscal year our unit experienced challenges, changes and growth. In FY2002, one of the unit's greatest challenges was becoming proficient in the use of the recently-implemented local data base – PCMS (Pretrial Case

Management System). This task entailed entering data-specific information into the system, in conjunction with PACTS entries. Although initially confronted with various challenges, we are now successfully using PCMS.

The success in FY2002 could not have taken place without the full commitment of each member of the support staff team. Due to periodic personnel shortages, we were often called upon to take on a variety of challenging tasks and ensure that each was completed.

Changes

In addition to the daily responsibilities of transcribing various court reports and conducting data entry (PACTS and PCMS), the unit also accepted the additional tasks of: Officer of the Day (OD) duty on a rotational basis and CLETS operator (on a rotational basis). At one point, our duties also included the processing of Collateral Records requests totaling as many as 75 per month.

Although at the onset of FY2002, the unit was only comprised of three clerk staff, their concerted efforts, as well as the efforts of the writer (team work, positive attitudes, flexibility, dependability), resulted in *all* tasks becoming accomplished.

Growth

The support staff unit had both a transfer and a newly-hired member.

In November of 2001, after a brief cross-training period, Alisha Johnson was transferred to the Investigations Unit where she has proven herself to be an asset to both the unit and team.

In June of 2002, recently-hired Kim Warren joined the Investigations Team as a Data Entry Clerk. Until receipt of her CLETS clearance, Ms. Warren worked within the support staff unit transcribing reports and processing case files. She is now the primary CLETS operator and she is responsible for PACTS / PCMS entry, as well. The addition of Ms. Warren's position has alleviated a strained unit by providing a full-time CLETS operator. Ms. Warren is proving to be a valued member of the team.

In May 2002, the writer attended a "Train the Trainer" seminar presented by the Department of Justice (DOJ) for CLETS operators. After successfully completing a 16-hour course, the writer is now deemed a full-access operator.

Team Effort

We experienced three large-scale arrests, one of which brought us 96 defendants in two days. While all cases involved coordinating with other offices (HQ, U.S. Attorney, Federal Investigative Agencies, etc.), the successful culmination could not have been realized without the collective efforts of the entire Pretrial Services family. In the "Operation: Tarmac" case, 13 cases

were heard in Riverside, 33 in Los Angeles, and 48 in Santa Ana! Every available staff member took part. As echoed in the email received by Ms. Jones from Chief United States Magistrate Judge Robert N. Block, Pretrial Services did a wonderful job!!!

If not for the cooperation and cohesive nature of the I Team, as well as the equal commitment of those who assisted, these large-scale arrests could not have been effectively accomplished. Aided by various other Pretrial staff, our respective jobs were well executed and, according to responses from the Court, were “jobs well done.”

Kudos!

To Dorothy Huizar, Sr. Clerk, who celebrated her seventh year with Pretrial on September 5, 2002. During FY2002, Ms. Huizar participated in one offsite, large-scale case (May – Barraza drug conspiracy case) wherein she assisted officers in the interview process by providing Spanish language translation.

It is equally important to mention that the efforts of those offsite could not have been accomplished were it not for those who remained behind to ensure that things ran smoothly here as well.

Southern Division Office, Santa Ana

by Teresa Loza, Supervising USPSO



The Southern Divisional Office in Santa Ana continues to grow and improve. Currently it is staffed by a supervising Clerk (Bonnie Reid), one support staff (Oanh Pham), five Pretrial Services officers (Camron Pitcher, Karin Storm, Todd Sauber, Angela Torres), and me.

In January of 2002, newer USPSO Camron Pitcher joined our office. Camron formerly worked for the State of Missouri Probation and Parole Office. He brought great experience, teamwork, and commitment to our office

In February of 2002, our divisional office was audited by the Administrative Office in Washington D.C. and the result was successful. Our office was commended on its efficiency, effectiveness, and overall fine service to the Court.

Also in February of 2002, Lotus Notes email was installed on our district-wide system. This has improved our both our internal communications, and our communications with our fellow district offices.

On March 18, 19 and 20, 2002, our Santa Ana divisional office hosted Probation and Pretrial Officers from around the nation for regional training for the nationally-contracted Securicor EMS Electronic Monitoring System.

In August of 2002, everyone from our office attended the annual Staff Retreat in Big Bear. Todd Sauber received a Special Service Award, Teresa Loza received an Honorary Award and an Improvement/Innovation Award, Angela Torres and Oanh Pham each received an Improvement/Innovation Award, and Bonnie Reid received the Support Staff of the Year Award.

On August 22, 2002, Santa Ana successfully completed 48 interviews as part of the "Operation: Tarmac" large-scale case. The case received high notoriety and press from the media. Additionally, Magistrate Judge Nakazato wrote a letter commending our office for going above and beyond the call of duty that day.

This fiscal year the number of search and seizures, which are done in conjunction with the USM and staff from LA, has increased from one last year to approximately 7 this year. The number of defendants released on electronic monitoring in Santa Ana has also increased.

In summary, our divisional office continues to perform at peak levels. During this fiscal year we have completed 458 investigations. We work as a team and we look forward to another challenging year. Each officer continues to carry an average of 60 plus cases, excluding the supervisor who carries a caseload of approximately 35 defendants. Each officer continues to be responsible for bail investigations, supervision of defendants, making home verifications, serving as officer of the day and as court officer on a rotational basis.

Eastern Division Office, Riverside

by Lauren Robinson, Supervising USPSO



The Eastern Division of the Pretrial Services Office has enjoyed another stellar year. Since we last reported, the office gained a new officer, Pamela Sherwood, in January. She has been a complementary and welcomed addition to the office. The office is now comprised of one supervisor, three officers, and two clerical staff.

In April, USPSO Manuel Ibanez was selected to serve as a Special Offender Specialist position, which can eventually lead to promotion to senior officer. Manuel's experience and training in domestic violence, electronic monitoring, and drug treatment is a source of valuable information to the office. Manuel is also the in-house material witness expert.

The Riverside Office staff continues their responsibilities of producing bail investigation reports, supervising defendants released on bond, providing referral services for treatment and urine collection, and conducting data entry. We routinely serve District Judges Timlin and Phillips, as well as our lone Magistrate Judge, Steve Larson. We also have periodic occasion to proudly serve all judges in our district.

Statistically, an increase in the office's investigation numbers for 2002 shows that the word of Pretrial's presence in the Inland Empire has circulated among federal law enforcement agencies. Credit must also be given to the United States Attorney's Office, having also increased their

number of personnel in the Inland Empire division. To briefly recap FY2001 statistics, between February and December, the office conducted 274 investigations. For the entire FY2002, our Eastern Division office completed 304 investigations, an increase of 21 cases, and an average of 25.3 cases a month. Sixty-two percent of the total cases were CDC filings, while the remaining 37.8 percent were out of district matters. As a side note, the two highest months for completed investigations was January with 42 and August with 49.

The office received its share of cases for investigations generated from the August 22, 2002, airport arrest sweeps dubbed "Operation: Tarmac." A total of 13 cases were received and interviewed for the arraignment calendar. USPSO Merredith Monroe traveled to Orange County and assisted the Santa Ana Branch Office with a number of field interviews before returning to Riverside and interviewing more defendants. In all, the office did an outstanding and thorough job.

The officers' caseloads have also experienced an increase of defendants under our supervision. At last count, the Eastern Division was supervising 210 defendants, an increase of 90 percent from the previous year. We have seen an increase in the number of individuals ordered released by Eastern Division Judges with electronic monitoring and search conditions. Therefore, the office has been involved in a number of electronic monitoring installations and searches in conjunction with the Los Angeles Intensive Unit and the United States Marshal's Service.

As the caseloads grow, so do the needs of the defendants. The Eastern Division has responded to defendants' growing needs by seeking out and researching available community resources in Riverside and San Bernardino Counties. As a result, we have made several referrals and placements in both county and private mental health and drug rehabilitation programs, and at the same time, cut cost to the office's budget. For unemployed defendants or those seeking a career change, we routinely post on the lobby bulletin board, job announcements/fliers, periodicals, available workshops, and career center information.

To promote professional growth, the staff took advantage of community networking opportunities and attended a number of trainings this year. Manuel Ibanez participated in a five-week long (one day a week) Domestic Violence Awareness Certificate Program, Technology Training, and was selected for a one-week TDY in the Pretrial Services Office in the District of Hawaii.

Officer Merredith Monroe participated in several high school presentations and job fairs. She also coordinated with the San Bernardino County Sheriff's Office to provide us training on drug recognition. In addition, the office received an invitation from Judge Larson to speak before members of a law class. Both Manuel and Merredith provided office representation. Judge Larson expressed his sincere appreciation.

Officer Pamela Sherwood attended New Officer Orientation in Washington D.C., and Mental Health/Substance Abuse Training in Las Vegas. Earlier in the year, both Pamela and Merredith attended Conflict Mediation Training.

Beverly Conley, a member of our clerical staff and a Data Quality Analyst, attended the California Law Enforcement Telecommunication Systems (CLETS) Computerized Users Group Training, and is also the CLETS Trainer for all new hires within the agency. Beverly is also the key person for coordinating CLETS training for the Riverside system.

The Eastern Division has continued to be an active participant in quarterly “Inland Empire Head Fed” meetings and the Building Security Committee.

The year 2002 has been a very busy yet rewarding year for the Eastern Division. We have been extremely successful in meeting the challenge to portray ourselves as a viable and essential component both in the decentralization of the Los Angeles Headquarters Office and in staffing our Eastern Division Judicial needs. We have worked hard to build a respected and trustworthy relationship with the Court and other agencies in our judicial system. We look forward to our continued growth in staff, to serving the court, as well as, to attaining our ongoing professional achievements. If 2002 is any indication of the future, we expect next year to be outstanding. The success of the Riverside Office is due to the sincere effort and hard work of all. Thank you.

Human Resources Overview

by Mattie McEachern, Personnel Administrator



At the conclusion of fiscal year 2002, total staff (after new appointments and attrition) numbered 67, a 6% increase over the workforce for FY02. The gender makeup of our staff is as follows: 67% female; 33% male. The female population has increased by 4% over FY01 in contrast to a decrease of 4% in the male population.

The staff consisted of the following: 20% administrative and supervisory staff, 26% support staff, 40% officer staff, and 14% Sr. Officer/specialists.

There was a total of 21 new appointments. Of that number, two officers were transfers from other federal agencies. Seventy-six percent of the new hires were appointed as U.S. Pretrial Services Officers; 24% were appointed as support staff. One newly-hired support staff member hired this fiscal year was later reclassified in September to the officer staff.

Attrition accounted for 8% of the total staff. Of that number, one officer transferred to another federal agency; three officers relocated with family to another state and/or out of the country; one officer returned to school full time to pursue an advanced degree; and one support staff accepted employment with a state agency.

We have fully staffed offices in the following courthouses: Ronald Reagan Federal Courthouse in Santa Ana (Southern Division), George E. Brown, Jr. Courthouse in Riverside (Eastern Division), Edward R. Roybal Courthouse in Los Angeles (Western Division), and our headquarters office in the U.S. District Courthouse in Los Angeles. Fifty-eight percent of our staff are housed in our Los Angeles-based headquarters office, with the remaining forty-two

percent in Santa Ana, Riverside, and the Edward R. Roybal Courthouse in Los Angeles. There were no retirements during this fiscal year.

The Human Resources staff grew this year by 100% with the creation of a new Administrative Technician position. Selected to serve in this position was **Kim Marquez**, formerly a Clerk for the U.S. Bankruptcy Court. Kim was a welcomed addition due to her excellent experience in customer service, her personal and helpful manner, and her award-winning hard work while an employee with the Bankruptcy Court.



Chief Walker poses with five of our newest officers. From right, Scott Ostrowski, Jamille Claiborne, Amy Kerbeck, Cassandra Higgins, and Rachel Schnayerson.



The Honorable Consuelo B. Marshall, Chief U.S. District Court Judge, administers the Oath of Office to our new officers.

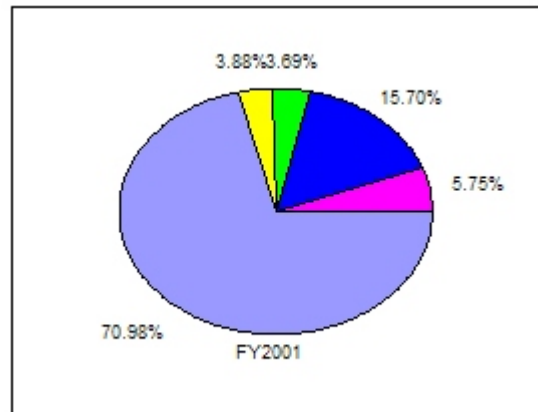
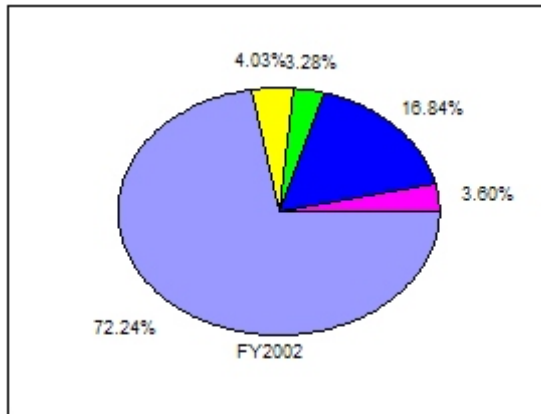
Budget & Facilities Overview

by Nathan Nguyen, Budget/Facilities Specialist



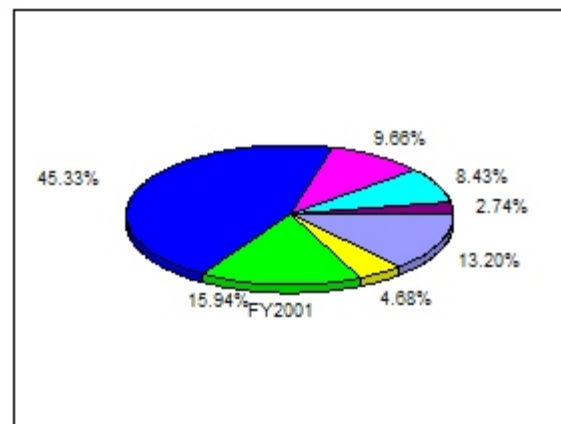
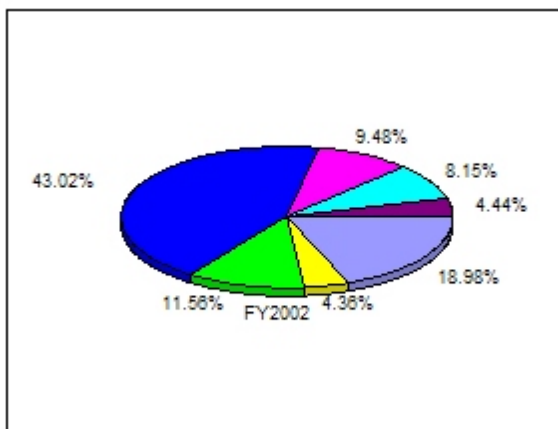
The U.S. Pretrial Services of the Central District of California received \$4,917,684 in total funding for FY2002, which includes \$4,740,480 for salaries/expenses accounts and \$177,204 for automation accounts. The total funding represents an increase of 12% from the FY2001 allotment. The office also experienced an increase of 18% in salary expenses and a decrease of 27% in automation expenses.

	FY2001	FY2002
Salaries	\$3,004,889	\$3,552,412
Expenses	\$164,209	\$198,201
Travel	\$156,121	\$161,533
Alternative to Detention	\$664,887	\$828,334
Automation	\$243,602	\$177,204



Due to the increasing workload in FY2002, the alternatives to detention expenses increased 25%, from \$664,887 in FY2001 to \$828,334 in FY2002. The most significant increase in spending came from the electronic monitoring program which rose 79%, from \$87,794 in FY2001 to \$157,259 in FY2002. The residential treatment expenses also rose from \$301,431 in FY2001 to \$356,374 in FY2002. The expenses for drug testing supplies also increased from \$18,203 in FY2001 to \$36,771 in FY2002.

	FY2001	FY2002
Electronic Monitoring	\$87,794	\$157,259
Urinalysis	\$31,135	\$36,125
Temporary Housing	\$106,017	\$95,760
Residential Treatment	\$301,431	\$356,374
Drug Aftercare	\$64,258	\$78,546
Mental Health	\$56,059	\$67,499
Supplies	\$18,203	\$36,771



Space and Facilities

Our new Computer Lab/Conference/Education room was completed on October 22, 2001. Due to the mobility of the furniture, the room can be rearranged in a classroom style or for a roundtable conference setting. Wireless networked computer equipment and an electronic presentation board were also furnished to provide training for staff members and clients.

To accommodate our increased workload, an additional small office with three workstations was acquired and renovated for the Investigation Unit on the 11th floor of the Roybal Federal Building. The office is located across the hallway from the main Investigation Unit office.

An air conditioning unit was installed in the computer room in our 16th floor office in the Los Angeles Federal Courthouse. This climate control air conditioning unit is required to operate at all times to prevent our servers and computer equipment from overheating. Additional space was acquired adjacent to our 16th floor office, and the space was renovated into two offices to house our new administrative technicians for budget and personnel.

The Budget/Facilities staff grew this year by 100% with the creation of a new Administrative Technician position. Selected to serve in this position was Pretrial Clerk **Shon DeJongh**. Shon was a welcomed addition due to his excellent organizational skills, his proven customer service attitude, and his award-winning creativity and hard work.



Information Systems Overview

by Luis Dimagiba, Manager of Information Systems



This year we launched our internet web page. The web page mirrors the Pretrial brochure created by our Information Specialist, Kristianna Janich. Our new internet address is <http://www.cacpt.uscourts.gov/>.

We also redesigned our intranet web page and started moving our forms and policies from our Novell shared directory to our intranet page, making this important information accessible not just to our employees, but to other districts nationwide. The intranet page also lists our monthly staff schedule, Human Resources and other newsletters, a Pretrial directory listing, and host of useful internet and intranet links. Please visit our intranet page at <http://156.131.23.226/>.

Our email migration from cc:Mail to Lotus Notes went smoothly, as well as the Pretrial Case Management System conversion from Paradox to a more robust Oracle database. We started working on a web-based version of the Pretrial Case Management System (PCMS) in August, and it is scheduled to be operational soon.

We are in the process of converting the existing CLETS system (California Law Enforcement Telecommunications System) from a dedicated connection to an IP-based frame relay

connection. This conversion will not only speed up our access time but will also give us access to more California Law Enforcement systems for access to defendants' criminal records.

We completed the Spring Street multi-purpose conference and educational training room. This room is equipped with 10 networked training computers and a laptop for the instructor, as well as other training equipment and technology.

Intensive/Electronic Monitoring Unit officers were issued Palm Pilots to help them manage their contacts and caseload. We also purchased wireless internet access cards for the EM unit so they can visually monitor their defendants' whereabouts while the officers are working in the field.

Finally, we implemented a web-based program for officers and staff to sign in and out of the office, called "In & Out Board." The electronic In & Out Board is a convenient way for staff to sign in and out from anywhere there is computer and DCN access.

Events/New Policies & Procedures Overview

Most notable during this fiscal year was our extensive review of all of our policies and procedures in preparation for two national reviews/audits.

OPPS Review

The first review was conducted by the Office of Probation & Pretrial Services (OPPS) of the Administrative Office of the U.S. Courts. The OPPS Program Review consists of a team of subject matter experts from other districts, the Office of Probation & Pretrial Services and the AO, who spent nearly a week with us reviewing our district programming to include: our agency's local policies & procedures; our adherence to AO policies, procedures & monographs; our practices in investigating and supervising defendants; use of budget; personnel policies and practices, and much more. This Review was important to us in helping to objectively identify our successes as well as shortcomings, which we openly welcomed.

A very important part of the Review included the opportunity for members of the Review Team to speak with Judges, Magistrate Judges, the U.S. Attorney, the U.S. Public Defender, the U.S. Marshal, the Clerk of Court and others. This was the first such program review of our office in the last fourteen years. The results of the review were extremely helpful to us in determining our short and long range goals toward improving our overall services to the courts and defendants.

National Financial Audit

The second review was a National Financial Audit conducted by Clifton Gunderson LLP, under contract with the Administrative Office, to audit our finances and automation and human resources programs. In summary, we were extremely pleased to earn a "no findings" result from the audit team.

Bi-Monthly Unit Executive Meetings

In our ongoing effort to practice effective communications and coordination between all major court units, the Chief U.S. Pretrial Services Officer continues to meet bi-monthly with the Clerk of Court/District Executive, the Chief U.S. Probation Officer and the Clerk of the Bankruptcy Court. These joint meetings provide an excellent opportunity for the Unit Executives to exchange information, discuss local and national trends, update each other on operations, and much more.

Meetings with the Judges' Court Services Committee

The Chief U.S. Pretrial Services Officer meets periodically with the Judges' Court Services Committee in an effort to bring matters of concern to their attention, to update them on operations, to request guidance in matters that directly affect court service, etc. Issues brought before the Committee for consideration included a proposal for Pretrial Officers to carry handguns for personal protection during work hours, a request for review of the court-authorized transit subsidy program, and updates concerning evolving agency operations. These meetings present an excellent opportunity to provide the Court's leadership with pertinent information, to clarify or change policy, and to seek feedback as to how well we are serving the courts.

9th Circuit Pretrial Services Safety Academy

On June 24, 2002 through June 28, 2002, our district hosted the 2nd annual Ninth Circuit Pretrial Services Safety Academy. The following officers, representing 6 judicial districts within the 9th Circuit, comprised the training faculty: Sr. USPSO Jerry Brown (AZ); USPSO Diana Cavanagh (CA/C); Supervising USPSO Eli Goren (CA/C); Sr. USPSO Carolyn Hall (HI); Sr. USPSO Jeff Larsen (CA/S); USPSO Michelle Martins (OR); USPSO Mike McFarland (OR); USPSO Mike McCollum (HI); Sr. USPSO Anthony Ortiz (CA/C); USPSO Rich Sarlatte (CA/N); and USPSO Michelle Sumpter (CA/C).



Faculty proudly pose just following completion of the week-long Safety Academy.

Pictured on top row from left:

Mike McFarland, Jerry Brown, Eli Goren, Rich Sarlatte, Mike McCollum

Bottom row from left:

Diana Cavanagh, Jeff Larson, Michelle Martins, Carolyn Hall

Not pictured:

Michelle Sumpter, Anthony Ortiz

A total of fourteen Pretrial Services Officers underwent a rigorous one-week period of instruction that covered the following areas: Defensive Tactics; Scenario-based Training, Use of Oleosporum Capsicum (OC) Spray; Firearms/Dangerous Weapons Recognition (ATF); Methamphetamine Manufacture and Production (DEA); Dog/Animal Attacks (Pasadena Police Department); Field Tactics; Use of Force Policy/Liability; Office safety; Mental Preparedness and Awareness; and Surviving a Critical Incident (US Marshal's Service).

Overall feedback from the participants was extremely positive. One participant noted in a written letter to our Chief the following, "In my three years of employment with U.S. Pretrial Services, this is by far the most beneficial training I have received. The instructors, without exception, provided the students with incredibly realistic scenarios, a well thought-out schedule, simple and effective defensive tactics and, most of all, a supportive learning environment."

The safety academy provided the students with a comprehensive training curriculum to raise awareness, improve defensive tactics skills, and to make a personal commitment to being safe both on and off the job. Participants quickly bonded with each other and were provided ample time to share their ideas and experiences. One evening was dedicated to sharing dinner as a group. During this time, both faculty and students were able to develop a strong camaraderie.

All in all, the 2nd annual safety academy was a great experience due to all of the excellent work and commitment by our Academy Coordinator, Pretrial Services Officer Diana Cavanagh, the training faculty, and the commitment and support of our Chief Pretrial Services Officers throughout the Ninth Circuit.



Promotions & Awards Overview

We were pleased to promote **Sr. USPSO Allyson Theophile** to the position of Casework Supervisor, following the reassignment of Supervising USPSO Calvin Thomas to co-supervise the Roybal Investigation Unit.

Four officers were promoted to Senior Officer/Specialist positions. They were:

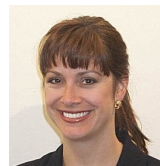
USPSO Deborah Consiglio, promoted to Material Witness Program Specialist;
USPSO Devona Gardner, promoted to Education & Employment Program Specialist;
USPSO Kristianna Janich, promoted to Community Information and Coordination Program Specialist; and
USPSO Michael Rieger, promoted to Mental Health Program Specialist.



Sr. USPSO
Consiglio



Sr. USPSO
Gardner



Sr. USPSO
Janich



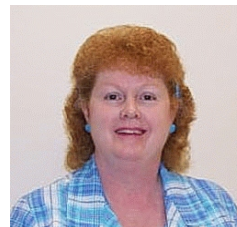
Sr. USPSO
Rieger

As part of our annual Staff Retreat program, we were extremely pleased to specially recognize more than 30 staff, in one form or another, for their commitment, hard work, innovation, ideas and other truly significant contributions. Moreover, all staff were recognized in one form or another.

While space constraints prohibit us from naming all award recipients in this summary report, we take great pride in commemorating and again congratulating our **FY2002 Pretrial Services Officer of the Year, USPSO Andre Goulart**, and our **Support Staff Member of the Year, Supervising Clerk Bonnie Reid**. Bonnie and Andre earned their respective award through an exemplary level of teamwork, devotion to duty, excellent service to the courts, defendants and our agency, a positive attitude, and much more.



USPSO Andre Goulart



Sr. Clerk Bonnie Reid

Staff Training and Inservice Programs Overview

by Jill F. McClain, Deputy Chief USPSO



We continue to emphasize the importance of training/inservice and were fortunate to have all staff attend many different training opportunities. We believe ongoing training increases our knowledge and skills which will only enhance our service to the court, clients, and community. This year, more than 4991 hours of training were provided for staff, representing an average of 71 training hours per person (based on 63 staff). The following is a list of the various training programs attended by staff in FY 2002:

Automation, Brochure Design, Communication Skills, Code of Conduct, Computer Skills (WordPerfect, Lotus Notes, Technology, Cyber Crime), Conflict Management, Criminal Records Checks, Domestic Terrorism, Domestic Violence, Drugs and Mental Health, Electronic Monitoring, Employment Resources, Ethics, Grammar and Writing Skills, Human Resources/Personnel, Leadership Development, Management, New Officer Orientation, Officer Safety Skills, Pretrial Issues, Procurement/Contracts, Search and Seizure, Sexual Harassment Awareness, Spanish Skills, Street Gangs, and Witness Protection.

Besides attending court-sponsored training, on their own, staff took the initiative to further their education. Some continue to work on advanced degrees. For example, our Personnel Administrator received a Professional Designation in Human Resources Management after more than two years of off-work continuing study.

In addition to attending training, our staff has been instrumental in providing training to other agencies. A few of our officer staff served as primary instructors at two different 9th Circuit safety academies held in the District of Arizona and in our district. Further, partly due to these successes, our Intensive/Electronic Monitoring Unit Supervisor assisted the 10th Circuit with their officer safety program.

The Administrative Office of the U.S. Courts (AO) frequently requests the assistance of our Budget and Facilities Specialist due to his extensive knowledge with the FAS4T accounting system. This past year he assisted in the mentoring of two courts that converted to this system. The AO has found him to be an invaluable resource and has further utilized his knowledge as a trainer at three Financial Management Improvement Programs.

On at least two occasions, we assisted the AO with regard to the national electronic monitoring program, with one of our Sr. Officers appointed to the AO's Ad Hoc Home Confinement Working Group. Another of our officers continues her service on the AO's PACTS-ECM Work Group. This group has been meeting over the past two years on a biannual basis in an effort to

ensure a smooth transition to the new database.

One of our officer staff served as a member of District Program Review teams for the OPPS/AO, and our chief participated on panels at two Magistrate Judges' conferences, where he co-facilitated discussions on Pretrial issues and emerging technology. The Federal Judicial Center (FJC) trained our deputy chief to serve as a trainer for their Circuit Wide Supervisor Training Program, and she assisted in said training for the 7th and 8th Circuits. Further, our training specialist (who is also our deputy chief), along with the FJC, participated in a video conference to share knowledge with a newly appointed court training specialist.

In August, we were able to lend a TDY helping hand to the Pretrial Services Office in Hawaii. To assist in their staffing and workload needs, we assigned three officers to conduct temporary duty at their office, each for a one week period. We are pleased to have so many of our staff involved in such a variety of local and national training.

Annual Staff Retreat Overview

by Shirley A. Hibino, Executive Assistant



This year, the site for our annual retreat was the rustic Northwoods Resort and Conference Center on Big Bear Lake in the scenic San Bernardino mountains from August 1st through 4th.

The retreat program was multi-faceted and challenging for staff. Following is a list of presenters and topics.

1. **Leadership and Ethics, Part II.** (Part I was presented during our earlier Winter Retreat.) Presented by Fahy Mullaney, President of the Pacesetter Group.
2. **Judicial Code of Conduct.** The presenter was Jay C. Kim, Legal Affairs Staff Attorney with the Office of the Circuit Executive (OCE) in San Francisco.
3. **Managing the Opportunity: A Workshop on Time Life Management and Employee Dispute Resolution.** The presenter was Steve Cohen, Human Resources Manager for the U.S. District Court, Central District of California.
4. **Sexual Harassment Awareness for Managers.** The presenter was Mary Benchimol, District Training Program Manager, District of Arizona.
5. **Sexual Harassment Awareness for Staff.** The presenter was Kelly M. Black, U.S. Probation Officer, Western District of Oklahoma.

As always, a vital portion of the program was the interesting and informative Judges' Panel. Joining us again were the Honorable Consuelo B. Marshall, Chief U.S. District Judge and the Honorable Robert N. Block, Chief U.S. Magistrate Judge. Joining them on the panel for the first time was the Honorable Stephen G. Larson, U.S. Magistrate Judge from our Eastern Division Courthouse (Riverside). The panelists were very receptive to questions by staff and rendered their opinion on such topics as transportation of defendants "released to Pretrial Services only" and providing local law enforcement with public information on defendants on bond (i.e. name, charge and address). It was gratifying to hear how much the judicial officers of our court value Pretrial Services and appreciate the challenges that we face on a daily basis.

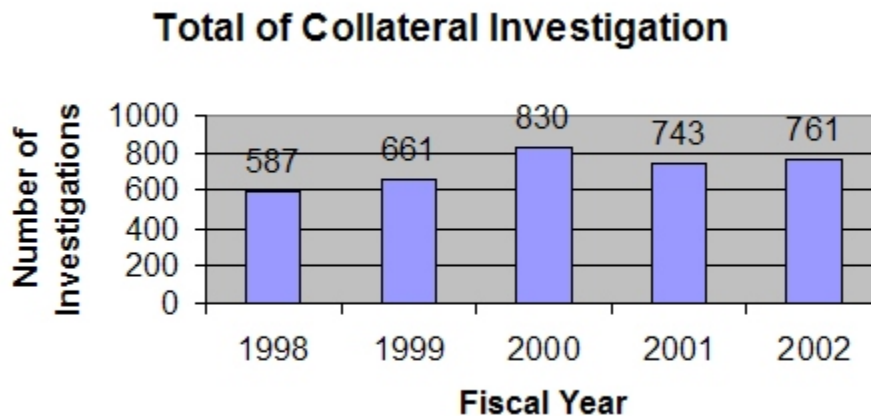
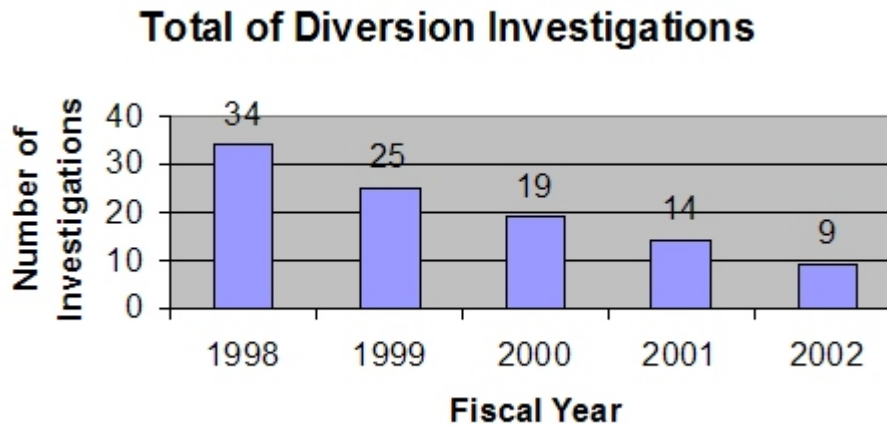
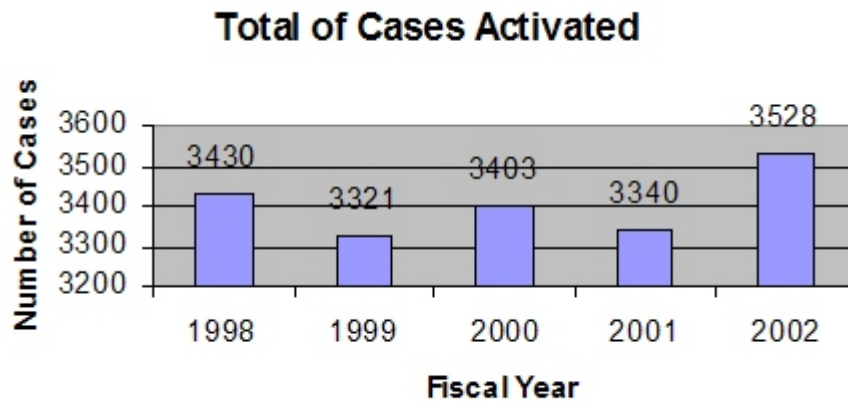
Also joining us for the retreat, as he did last year, was retired Chief U.S. Pretrial Services Officer, Thomas W. Nuelle. It was wonderful to "catch up" with Tom and his wife, Fran, who had moved to Oregon after Tom retired in 1999. It was good to see them both doing so well.

Capping off the Retreat was the exciting, much-anticipated, Staff Recognition and Awards Program held on the last day. This is the time that staff members who have gone "above and beyond" during the year are recognized for their important contributions. As mentioned earlier in this report, the prestigious Officer of the Year Award was presented to Andre Goulart and the Support Staff Person of the Year Award was presented to Bonnie Reid. There were many other awards presented in the following categories: Special Service, Innovation and Improvement and Honorary Awards.

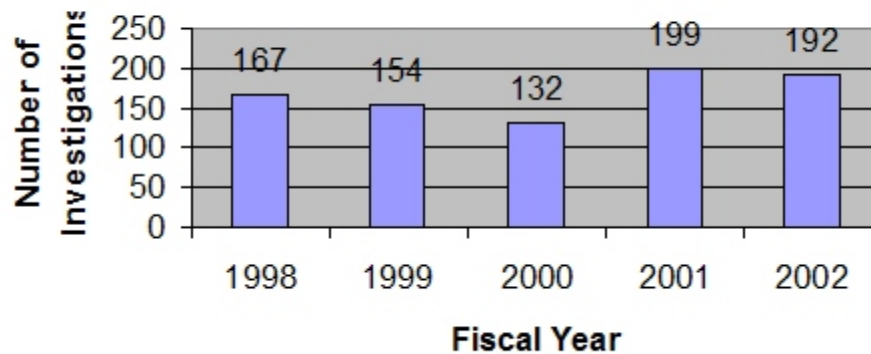
This retreat was a huge success and staff members returned with a sense of rejuvenation and rededication to their jobs and families.



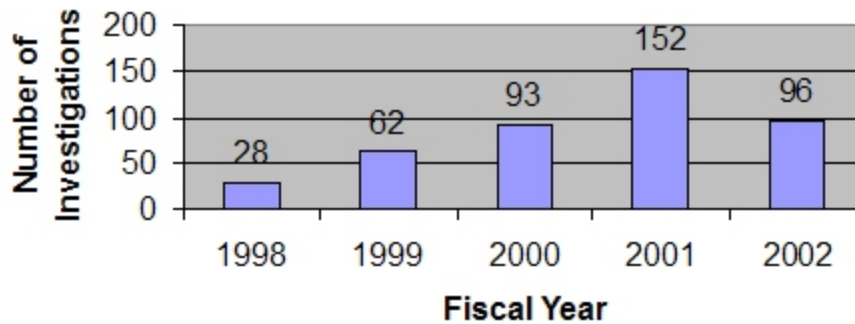
Agency FY2002 Statistics by Shirley Hyatt, Automation Specialist



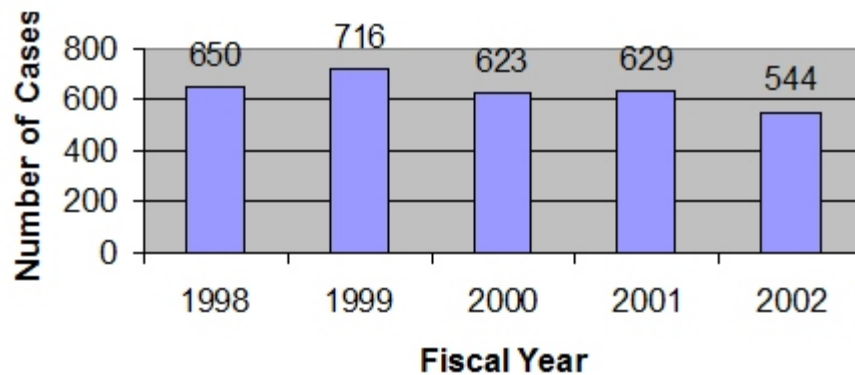
Total of Violation Investigations



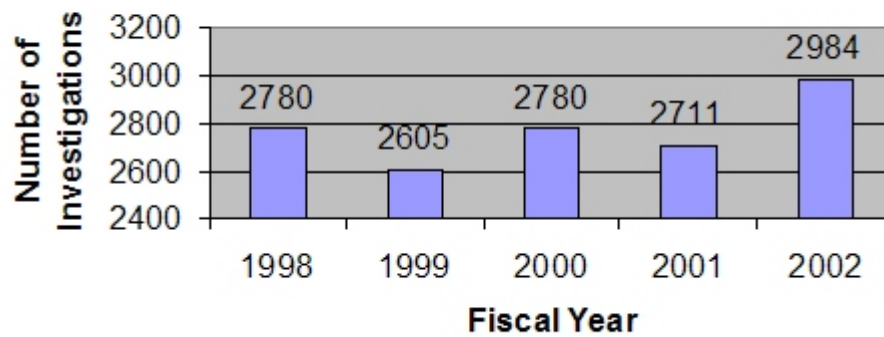
Total of MATWIT Investigations



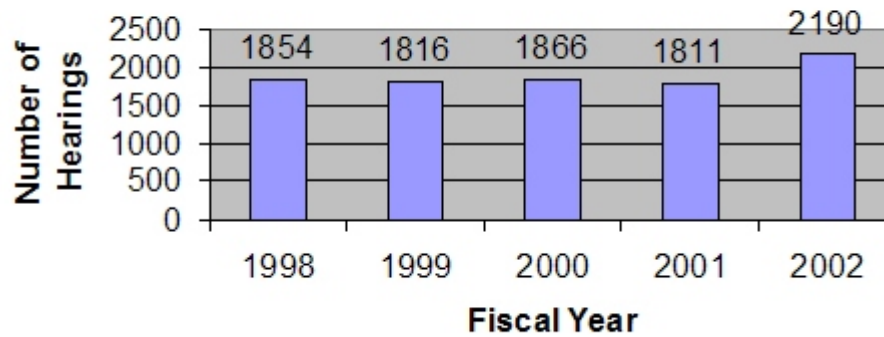
Courtesy Supervision Caseload



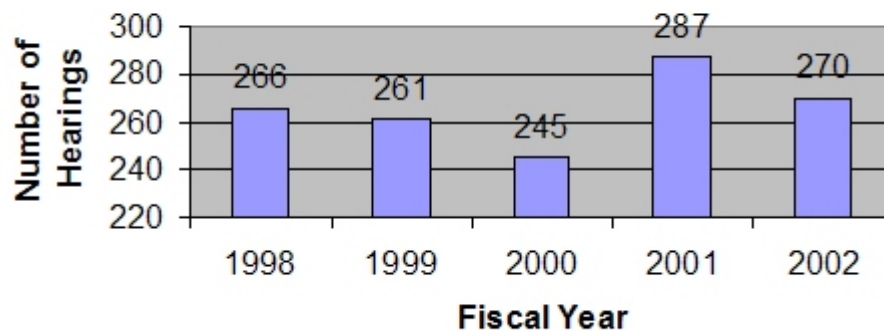
Total of CDC Investigations



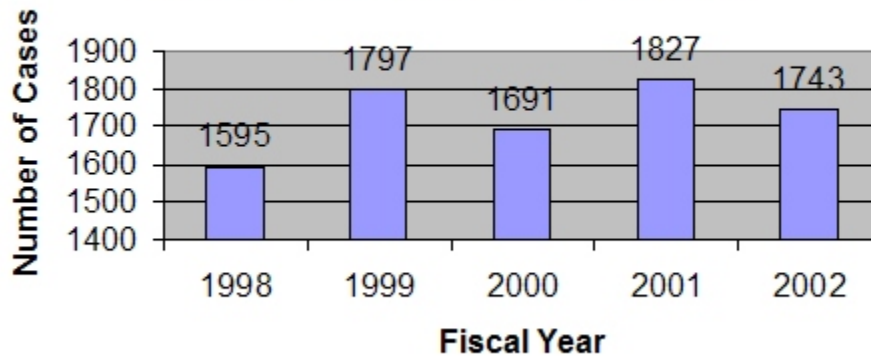
Total of Detention Hearings



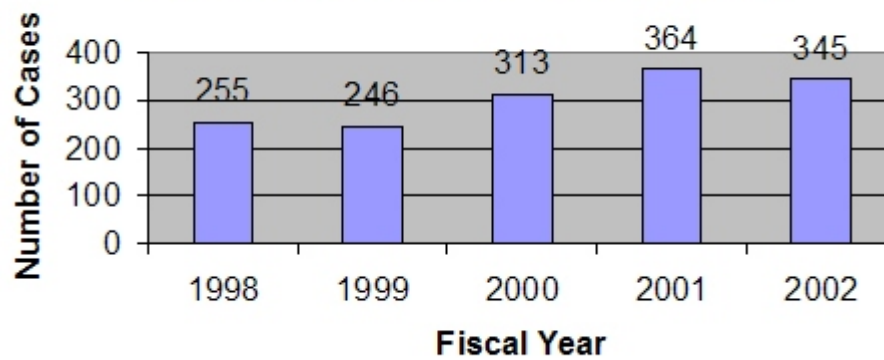
Total of Bail Review Hearings



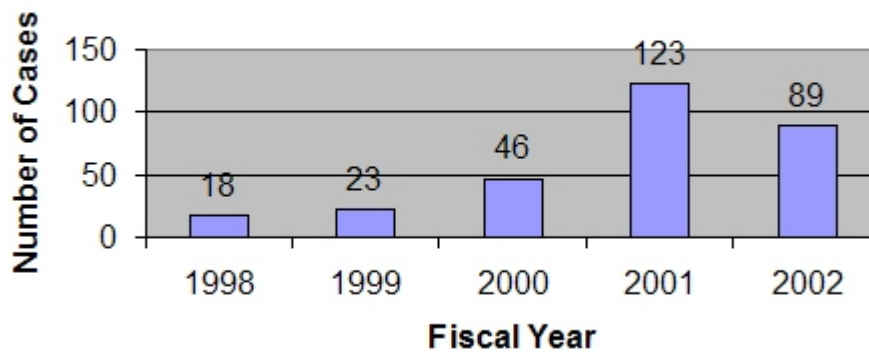
Total of PSA Supervision Activated



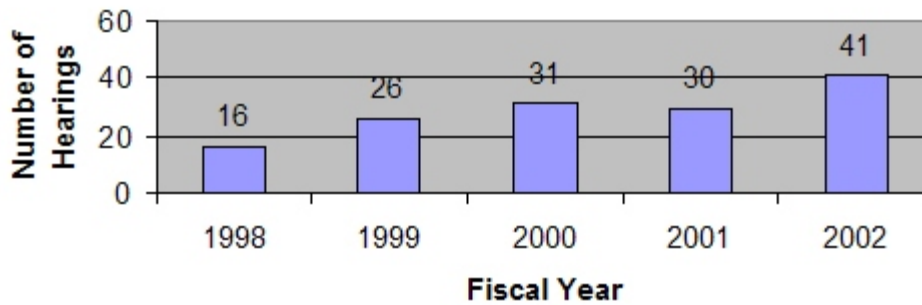
Total of Drug Treatments Ordered



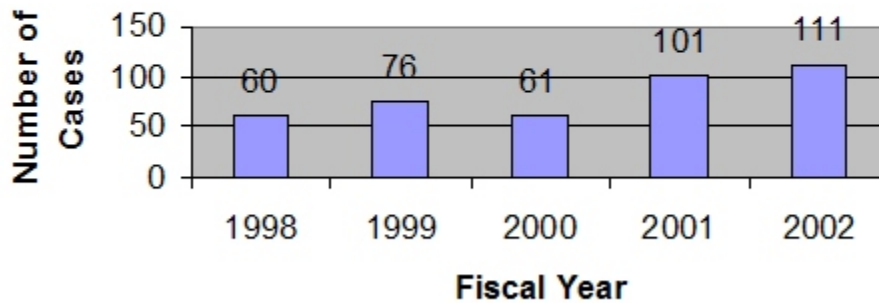
Total of Home Confinements Ordered



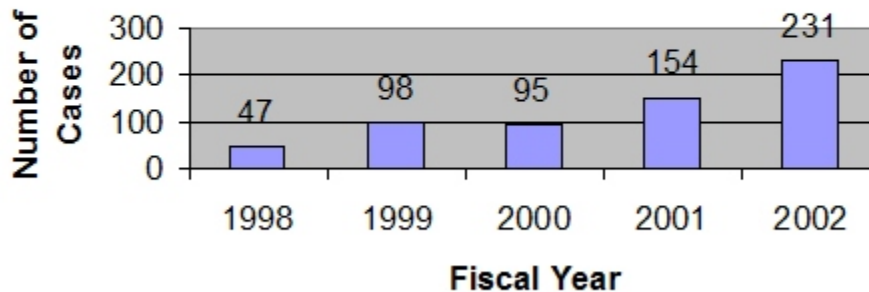
Remanded After Violation Hearings



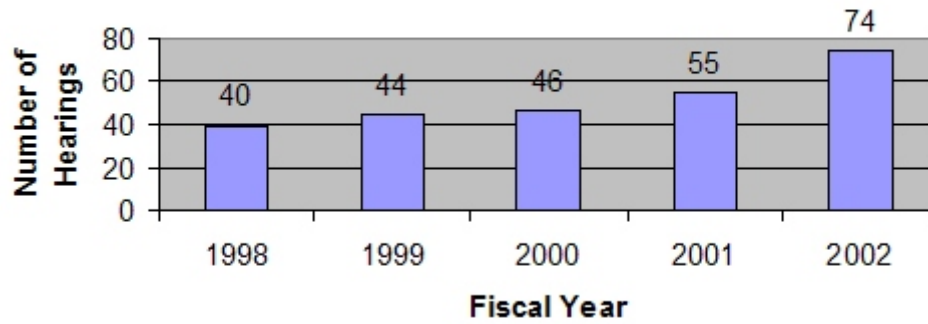
Total of Mental Health Treatments Ordered



Total of Electronic Monitoring Ordered



Violation Hearings Held



Total of Urine Surveillances Ordered

